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**OFFICE OF EXECUTIVE BUDGETING  
FY 2005 WORKING CAPITAL FUND  
OFFICE ASSIGNMENTS**

**JENNIFER AYERS - SUPERVISORY BUDGET ANALYST**

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**SHARON DAVIS**

Acquisition Management  
Chief Information Office  
Civil Rights

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**SHARON SMITH-LUNN**

Financial Management  
Public Affairs  
Security

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**KATHY PETERSON**

General Counsel  
Human Resources  
Management & Organization

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**JOHN SHAW**

Administrative Services  
Building Delegation

# OBJECT CLASS LISTING

OBJECT CLASS	DESCRIPTION
11 XX	PERSONNEL
12XX	BENEFITS
13XX	BENEFITS FOR FORMER PERSONNEL
14XX	ADVANCES AND PAYMENTS
2111	TRAVEL - COMMON CARRIER DOMESTIC
2112	TRAVEL - COMMON CARRIER FOREIGN
2115	TRAVEL - COMMON CARRIER LOCAL TRANSPORTATION
2240	PARCEL POST
2321	LEASED ADP EQUIPMENT
2326	RENTAL OF OFFICE COPYING EQUIPMENT
2329	RENTAL EQUIPMENT - OTHER
24XX	PRINTING
2513	MAINTENANCE & REPAIR - ADP EQUIPMENT
2514	MAINTENANCE & REPAIR - OTHER EQUIPMENT
2530	UNIVERSITY TRAINING
2531	TRAINING - FEDERAL PROCUREMENT
2532	TRAINING - NON-FEDERAL PROCUREMENT
2533	OPM TRAINING
2539	OTHER TRAINING
2595	MISC. SERVICES - OTHER FEDERAL AGENCIES
2597	MISC. PROCUREMENT SERVICES - NON FEDERAL
2598	MISC. PROCUREMENT SERVICES - FEDERAL
2599	MISC. PROCUREMENT SERVICES - OTHER
2630	ADP RELATED SUPPLIES AND MATERIALS
2646	OFFICE SUPPLIES
2667	PURCHASES - NEWSPAPERS
2668	PURCHASES - BOOKS & PERIODICALS
2670	PURCHASES - GENERAL SUPPLIES & MATERIALS CAPITAL
3100	EQUIPMENT
3124	CAPITALIZED OFFICE EQUIPMENT
3125	CAPITALIZED SOFTWARE
3129	CAPITALIZED EQUIPMENT - OTHER
3144	NON-CAPITALIZED ADP EQUIPMENT NON-CAPITALIZED
3149	EQUIPMENT
5110	CAPITALIZED EQUIPMENT - DEPRECIATION

FY 2005 WORKING CAPITAL FUND

Numerical List by Project

PROJECT				PAGE
NUMBER	OFFICE	PROJECT	BASIS OF CHARGE	NUMBE
0030000	OGC	LEGIS & REGULATION	Prior year (PY) staffing and workload assignments	26
0031000	OGC	LAW LIBRARY	HCHB population	31
0032000	OGC	LEGAL INFO RETRVL	Number of users and usage during prior year	32
0033000	OGC	ITA - INT'L COMMERCE	Bureau specific	26
0034000	OGC	ITA - IMPORT ADMIN.	Bureau specific	27
0038000	OGC	CENSUS/ESA/BEA	Bureau specific	28
0042000	OGC	T A/NIST /NTIS	Bureau specific	29
0045000	OGC	BIS	Bureau specific	29
0048000	OGC	ADMINISTRATION	Prior year (PY) staffing and workload assignments	30
0049000	OGC	FINANCE & LITIGATION	Prior year (PY) staffing and workload assignments	31
0050000	OPA	OP A OPERATIONS	Prior year (PY) staffing and workload assignments	43
0051000	OPA	PHOTOGRAPHIC SERVICES	PY usage for previous four quarters, after adjusting for manual bills to other agencies	44
0104000	GAS	PUBLICATIONS PROCUREMENT	Pubs charged on bkcd then actual billed; self service copier actual use; overtime actuals	9
0110000	GAS	PRINTING REVIEW & PROCURE.	Contract admin based on % of prior year usage; forms & special projects based on actual cost	9
0112000	GAS	GRAPHICS & ILLUSTRATION	In house printing based on % of prior year usage; forms for stock program billed at actual cost	9
0120000	GAS	MAIL MANAGEMENT	Mail delivery, HCHB pop.; metered mail/UPS act. usage	10
0121000	GAS	TRAVEL MANAGEMENT	Portion of travel staff & metro checks, HCHB population; remainder of travel staff, National Capital Area population	10
0122000	GAS	ADMINISTRATIVE OPERATIONS	Nationwide population	10
0123000	GAS	INFORMATION TECHNOLOGY	Nationwide systems & forms management, nationwide population; Sunflower system, actual usage	11
0124000	GAS	DEPARTMENTAL LIBRARY	On-line retrieval based on prior year usage; all other HCHB population	11
0125000	GAS	PROPERTY & FLEET MANAGE.	Property ops.-OS Inventory; Excess prop.-HCHB pop.; Fleet mgt.-NW pop.; All other-OS HCHB pop.	12
0126000	OSY	HCHB SECURITY	HCHB population/actual costs of temp add'l guards requested by customer	45
0127000	OSY	SECURITY PROGRAMS	On-bd Nationwide Population/background investigations on actual usage	45
0128000	OAM	PROCUREMENT SERVICES	IT systems, perf. meas. carer mgmt & proc. inn. based on # of acq. personnel employed by bur. & procurement services based on total number of prior year acquisitions	5
0129000	GAS	MANAGEMENT RESOURCE DIV.	GAS budget operation, GAS population; all other nationwide population	12
0134000	OMO	DIRECTIVES MANAGEMENT	Department's enacted FTE ceiling (ex PTO)	41
0136000	GAS	STOCK PROGRAM - FORMS	Actuals	12
0138000	GAS	SPACE PLANNING	HCHB population	13
0141000	OSY	CENSUS HDQRTRS. SECURITY	Bureau specific	46

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PROJECT		PROJECT	BASIS OF CHARGE	PAGE
NUMBER	OFFICE			NUMBER
0142000	OSY	NOAA HDQTRTS. SECURITY	Bureau specific	46
0143000	OSY	NIST HDQTRTS. SECURITY	Bureau specific	48
0147000	GAS	REAL ESTATE	On-bd Nationwide Population; Building Delegation project billed for direct mgmt.	13
0148000	GAS	FACILITIES SERVICES	HCHB population	13
0149000	GAS	STOCKPROGRAM(OTHE	Actual cost of items ordered	13
0150000	GAS	JOINT USE SPACE - HCHB	HCHB population	14
0153000	GAS	HCHB OPERATIONS & MAINTENANCE	HCHB Occupancy	14
0154000	OSY	CENSUS JEFFERSONVILLE SEC.	Bureau specific	46
0155000	OSY	NOAA EASC SECURITY	Bureau specific	47
0157000	OSY	NOAA MASC SECURITY	Bureau specific	47
0158000	OSY	NOAA W ASC SECURITY	Bureau specific	47
0159000	OSY	NIST/NOAA BOULDER SEC.	Costs are shared by NIST/NOAA	48
0166000	GAS	REIMBURSABLE ALTERATIONS	Actuals	14
0175000	GAS	REIMBURSABLE UTILITIES	Actuals above GSA Standard	14
0176000	GAS	GSA MANAGEMENT	Funded by Project 0153	15
0178000	GAS	CONTRACT MANAGEMENT	Funded by Project 0153	15
0179000	GAS	UTILITIES	Funded by Project 0153	15
0180000	GAS	MECHANICAL	Funded by Project 0153	15
0181000	GAS	OTHER	Funded by Project 0153	15
0182000	GAS	SECURITY	Funded by Project 0153	15
0183000	GAS	RECURRING REPAIRS	Funded by Project 0153	15
0185000	GAS	CYCLICAL PAINTING	Funded by Project 0153	15
0186000	GAS	ADMINISTRATIVE SUPPORT	Funded by Project 0153	15
0440000	OAM	GRANTS OPERATIONS	Grants policy based on percent of total awards granted/operations based on number of active and inactive grants	5
0441000	OFM	EXECUTIVE BUDGETING	Department's enacted OS FTE ceiling (S&E, WCF, OCS)	22
0443000	OFM	COMMERCE BUSINESS SYSTEM	Department's enacted FTE ceiling (Current CAMS plan) (excL PTO)	22
0444000	OAM	ACQUISITION STRATEGIC INIT.	# of acquisition personnel employed	5
0446000	OFM	FINANCIAL REPT. & ANALYSIS	Department's enacted FTE ceiling	23
0458000	OFM	CENSUS/CAMS	Based upon MOU	23
0459000	OFM	NOAA/CAMS	Based upon MOU	24

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PROJECT				PAGE
NUMBER	OFFICE	PROJECT	BASIS OF CHARGE	NUMBER
0521000	OHRM	HUMAN RESOURCES OPS.	Department's enacted OS FTE ceiling (S&E, WCF, OCS)	35
0522000	OHRM	COMPo & INNOV. & WORKLIFE POL.	On-bd pos. in Nat'l Capital area, DOC FTE ceiling, drug testing- PY actuals; unemployment compo - # PY claims	35
0523000	OHRM	PAYROLL DEMO. PROJECT	Population of participants in project -- NTIA (ITS), BEA, NOAA (OAR, NESDIS & NMFS) , T A, & OS	36
0524000	OHRM	STRAT. RECRUIT. & STAFFING POL.	Department's enacted FTE ceiling (excl. PTO)	36
0525000	OHRM	HONOR AWARDS PROGRAM	Prior year actual	37
0526000	OHRM	EMPLOYEE ASSISTANCE	On-bd National Capital Area positions covered by EAP, for NOAA - HCHB FTE (excl. PTO, CEN, NIST)	37
0527000	OHRM	HUMAN CAP. PLAN. & MGMT.	Department's enacted FTE ceiling (excl. PTO)	37
0528000	OHRM	EXECUTIVE RESOURCES	Department's enacted FTE ceiling (excl. PTO)	38
0530000	OHRM	OCCUP. SAFETY & HEALTH	Based on PY # of cases processed for workers comp.; Oc. Health in HCHB on population; OHSP per building distribution (CEN/ BEA); other Nationwide On-Bd population	38
0531000	OHRM	TRAIN. & KNOWLEDGE MGMT.	Department's enacted FTE ceiling (excl. PTO)	39
0532000	OCR	CIVIL RIGHTS	EEO, Affirm. Action,& Investigations billed on FTE; Contract discrimination manually billed.	20
0533000	OHRM	NFC & REPORTS SERVICES	Average # employees paid during previous 12 months	39
0702000	CIa	DEPARTMENT-WIDE IT PRGS.	Department's enacted FTE ceiling (excl. PTO)	17
0703000	CIa	OS IT SUPPORT SERVICES	Dept.'s enacted OS FTE ceiling (S&E, WCF, OCS)	17
0706000	CIa	HCHB INTERNET SERVICES	Based on service level agreements	17